

04/08/2008 - Budget Committee Minutes

Hopkinton Budget Committee
Town Hall
Final Minutes
April 8, 2008

Present: Karen Irwin, Chair; Danny Coen; Tom Congoran, Selectmen Representative; Cameron Ford; Patrice Gerseny; David Lancaster; Dave Luneau, School Board Representative; Tom O'Donnell, HVP Representative; and Marion Paxton.

Absent: Bob Carpenter, CVP Representative

The meeting was called to order at 6:50 pm. The members of the committee identified themselves. Acting Chairperson Irwin then welcomed new committee members - Cameron Ford, Marion Paxton, and Dave Luneau, School Board Representative, who will be sharing this responsibility with Kim Fuller, also present in the audience.

1. Election of Chairman of the Budget Committee:

The floor was opened for nominations for chairperson. David Lancaster nominated Karen Irwin. Danny Coen seconded the nomination. There were no further nominations. All present voted for Karen Irwin to be Chairperson. At present, there is no Secretary for the committee. Chairperson Irwin will review the situation with Interim Town Administrator Veloski. In the interim, Marion Paxton volunteered to record the minutes, with Karen Irwin to review them. The DRAFT MINUTES should be available within 144 hours after the meeting.

2. Review of Minutes Prior Meeting(s):

The minutes of March 6, 2008 meeting were reviewed. Patrice Gerseny moved that the minutes be accepted as presented. David Lancaster seconded the motion. Voting in favor of the motion were Irwin, Coen, Gerseny, Lancaster and O'Donnell. The other members abstained since they were not present at the meeting. The motion passed.

3. Review of School, Town and Precinct Monthly Financials:

The Town's March 31, 2008 Financial report was presented by Tom Congoran and reviewed by the committee.~ Areas of significant deviation from the budget amount were noted. These will be researched by Tom Congoran and the committee will be advised to the reasons. The Hopkinton School District operating statement with encumbrance for the period 02/01/2008 through 02/29/2008 was presented by Dave Luneau and reviewed by the committee.~ It was requested that the account numbers for the areas of expenses be added to the next report. The Hopkinton Village Precinct report will be available at the next meeting.

4. Recap of School and Town Meetings:

All funding requests were approved at town meetings - even those not recommended by the Budget Committee. Chairperson Irwin commented that she was not aware of the press release and did not receive a copy~of the press release from Town Administration~regarding the~need for additional funding for the Highway Department to

Budget Committee
Final Minutes
April 8, 2008
Page No. 2 of 3

offset costs of snow removal until approached by the media for comment.~ She requested that, in the future, she be notified when press releases related to the budget are issued.~

5. Other Information and Issues:

This is a contract year for the school department.~ There was discussion of the negotiations associated with the contract, and how it will be approved by the town.~ Tom O'Donnell provided the committee with information which showed effective %

increase each year when time in service and degree status is taken into consideration.

There was discussion of who are the agents to expend of the Capital Reserve and Revolving Funds of the Recreation Department, the Recycling Capital reserve fund, and other Reserve funds.~ The committee is interested in reviewing and understanding the policy associated with expenditures from the various funds. Chairperson Irwin requested that the committee be informed of School District Policies which are enacted and affect

funding. A specific example given was of minimum class size at the High School level, which might impact staffing needs. Budget Chairperson Irwin, Councilor Chris Lawless, and School Committee Chairperson Dave Luneau recently visited a Junior

Civics Class at the High School.~ Ways of providing these students further exposure to town government were discussed. They will be extended an invitation to attend a Budget Committee meeting. Continuing the Budget Committee practice begun last year, 2 sub-committees were~ formed.~ They are:

CAPITAL FUNDS: Tom O'Donnell, Patrice Gerseny, Marion Paxton - to identify and study all reserve funds of the school and town, and how they are administered and expended.

CONTRACTS: David Lancaster, Dave Luneau, Cameron Ford - to study Budget Committee role in contracts and feasibility of joint school/town contracts in specific areas.

6. Public Concerns or Comments:

Diane LaChance:

1) Sought clarification of how the tax bills are calculated.

June bill is calculated using same tax rate as previous year while December bill is calculated using new tax rate for total assessment. Therefore the bills are not equal, and the second bill is adjusted to reflect the taxes for the full year.

2) How many people historically attend School District & Town Meetings.~

Information is available in the town reports.

3) Suggested that copies of all materials being reviewed by the committee be provided for students attending the meeting so that they could better understand the discussion.

4) Asked about the schedule of the School District Meetings. The April 8, 2008 meeting was cancelled on the School web site, but the replacement 8 AM April 9, 2008 meeting was not on the web. It was however posted as required.

Budget Committee

Final Minutes

April 8, 2008

Page No. 3 of 3

The budget committee adjourned at 8:15 p.m.~ The motion was made by Tom O'Donnell and seconded by Patrice Gerseny, and passed by unanimous voice vote.

Respectfully Submitted,

Marion Paxton

Acting Secretary